

TO: CITY COUNCIL

JUNE 23, 1978

FROM: DIRECTOR OF ADMINISTRATIVE SERVICES

MS0476

FOR: CITY COUNCIL MEETING OF JUNE 27, 1978

SUBJECT: ADOPTION OF 1978-79 OPERATING AND CAPITAL IMPROVEMENTS BUDGET

RECOMMENDATIONS:

1. Adopt the attached 1978-79 Budget Resolution reducing the City Manager's recommended budget by \$118,124 and incorporating all amendments made by the City Council during the budget sessions, title as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 866 ADOPTING AND APPROVING THE BUDGET FOR THE CITY OF IRVINE FOR THE 1978-79 FISCAL YEAR.

2. Adopt the attached Position Control Resolution for the 1978-79 Fiscal Year, title as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 867, AS AMENDED, AUTHORIZING REGULAR AND SPECIAL POSITIONS IN ACCORDANCE WITH THE PROVISIONS OF THE BASIC SALARY RESOLUTION AND OPERATING BUDGET FOR THE 1978-79 FISCAL YEAR.

3. Adopt the following Management, Mid-Management, and Non-Exempt Compensation Resolutions for the 1978-79 Fiscal Year, titles as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 823 ESTABLISHING A COMPENSATION POLICY FOR MANAGEMENT OFFICERS AND EMPLOYEES OF THE CITY OF IRVINE EFFECTIVE JULY 1, 1978.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 822, AS AMENDED, ESTABLISHING A COMPENSATION POLICY FOR EXEMPT, MID-MANAGEMENT AND PART-TIME OFFICERS AND EMPLOYEES OF THE CITY OF IRVINE TO BE EFFECTIVE JULY 1, 1978.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 821, AS AMENDED, ESTABLISHING A COMPENSATION POLICY FOR NON-EXEMPT AND PART-TIME OFFICERS AND EMPLOYEES OF THE CITY OF IRVINE TO BE EFFECTIVE JULY 1, 1978.

4. Adopt the attached ordinance and associated resolution authorizing the collection of a Systems Development Charge of one percent (1%) of estimated building permit valuation of a building to provide needed funds for construction of capital improvements, titles as follows:

78 03836.3

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AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE ADDING CHAPTER 8 OF DIVISION L OF TITLE II OF THE CITY CODE OF THE CITY OF IRVINE ESTABLISHING A SYSTEMS DEVELOPMENT CHARGE ON DEVELOPMENT IN THE CITY OF IRVINE.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE SETTING A SYSTEMS DEVELOPMENT CHARGE TAX OF ONE PERCENT (1%) OF THE ESTIMATED BUILDING PERMIT VALUATION OF A BUILDING IN ACCORDANCE WITH DIVISION L OF TITLE II OF THE CITY CODE OF THE CITY OF IRVINE.

5. Approve the attached Development Processing Deposit and Fee Schedule adjusting the hourly charge from \$38 to \$44 per hour to offset a portion (44%) of the Advance Planning program operating costs.
6. Introduce first reading of an ordinance amending the refuse collection ordinance by providing for the collection of user fees through service charges rather than through an excise tax, title as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE SUPERSEDING ORDINANCE NOS. 184 AND 197 AND PROVIDING FOR THE IMPOSITION AND COLLECTION OF A CHARGE FOR REFUSE COLLECTION.

#### HISTORY:

Adoption by Council of the 1978-79 Budget Resolution and associated ordinances and resolutions is the culmination of this year's budget process which began in January when the City Council established priority areas for consideration in the upcoming fiscal year. Departmental requests were then submitted to the City Manager and, after careful review and analysis, the City Manager's recommended budget was presented to Council on May 26, 1978.

In response to the passage of Proposition 13, the City Council has reduced the recommended budget by \$118,124, deleted the carryover of \$58,000 in '77-'78 capital improvement projects, offset \$50,000 in Advance Planning costs through development processing charges, and offset \$22,600 in Recreation program costs through participant registration fees. In addition, the implementation of a Systems Development Tax will insure that new development pays the cost of capital improvement requirements created by the new development itself.

Pursuant to the City Charter, the attached ordinance and resolutions provide for adoption of the 1978-79 Budget by June 30, 1978.





ANALYSIS:

Recommendation No. 1 - Adoption of the 1978-79 Budget Resolution (Attachment A).

The attached Budget Resolution provides for adoption of the 1978-79 Budget with the following Council adjustments to the City Manager's Proposed Budget:

EXPENDITURES:

Original Departmental Requested Expenditures	\$15,728,325
Original City Manager Recommended Expenditures	12,772,026

Budget Reductions:

Operations -

20% of Salary Reserve	(-\$50,000)	
Reduced City Attorney Budget	(- 50,000)	
Reduced Computer Software	(- 10,000)	
Reduced Community Services		
Publicity Brochure	(- 15,000)	
Reduced Park Maintenance Costs	(- 30,000)	
Reduced Phone Costs	(- 10,000)	
Eliminate Citizens Assistance Officer	(- 23,124)	
Sub-total - Operations		(-\$188,124)

Capital Improvements -

Reduce Corporate Yard Expenditures	(-200,000)	
Jamboree/Barranca (left in design only)	(- 40,000)	
Von Karman/Michelson (left in design only)	(- 54,000)	
Von Karman/Main (left in design only)	(- 54,000)	
Sub-total - Capital Improvements		(-\$348,500)
TOTAL REDUCTIONS		(-\$536,624)

Add-on Items:

Operations -

Bicycle Trail Sweeper	\$ 16,000	
Traffic Analysis Program	19,000	
Community Services Summer Programs	7,600	
Sub-total - Operations		\$ 42,600

Capital Improvements -

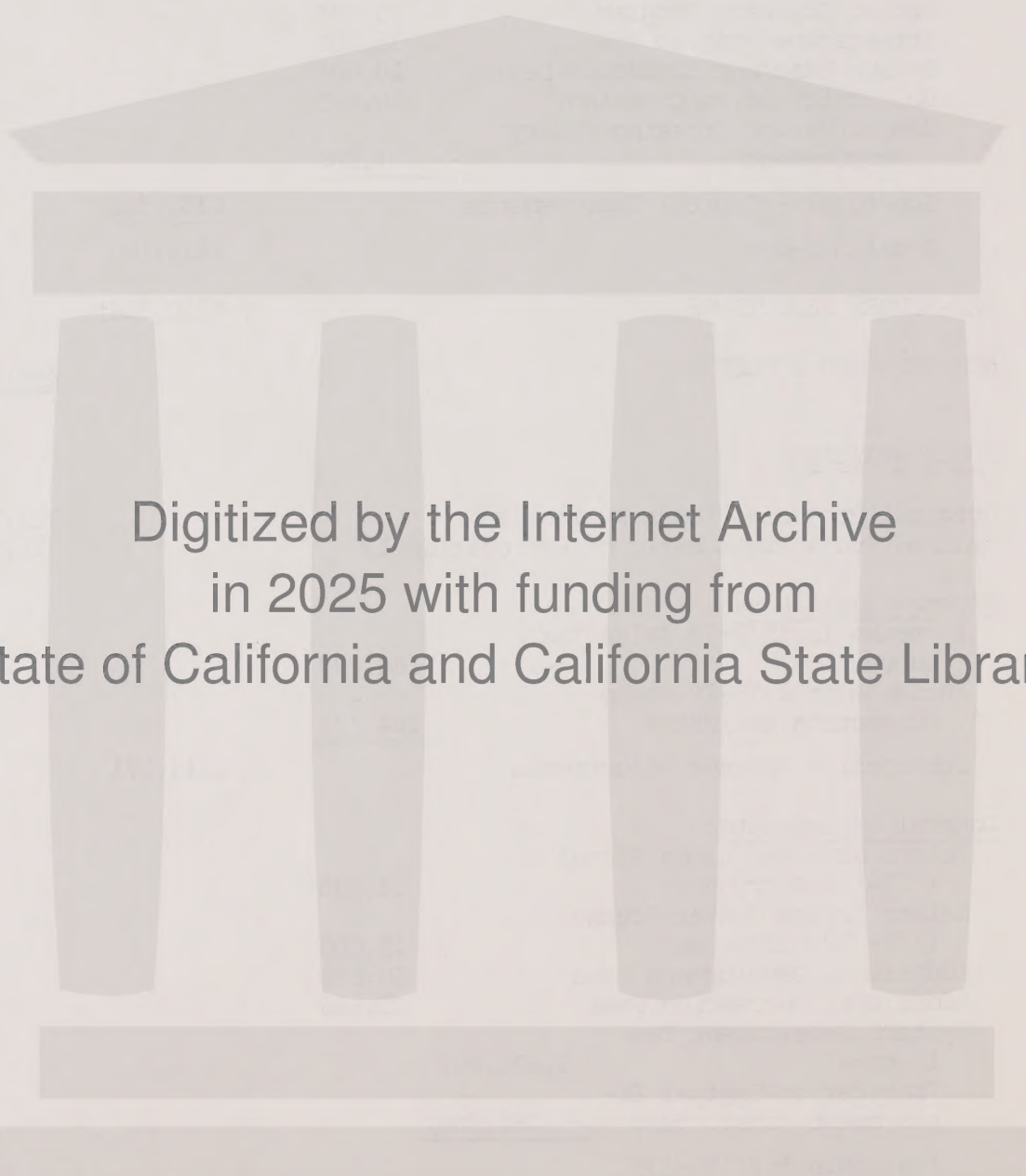
North Bryan Improvements	71,000
South Bryan Improvements	91,000



Culver Drive Resurfacing	140,000	
Gutter Drainage Program	35,000	
Streetscape Program	25,000	
Edison Easement Landscape Design	10,000	
University Drive Crossing	10,000	
Campus/Verano Crossing Safety Improvement	<u>1,500</u>	
Sub-total - Capital Improvements		<u>\$383,500</u>
Total Add-ons		<u>\$426,100</u>
NET BUDGET REDUCTIONS		(-\$110,524)
NEW PROPOSED BUDGET		<u><u>\$12,661,502</u></u>
 <u>FUNDS AVAILABLE</u>		
Original Projected Funds Available		\$12,772,026
Reduced Projections Based on Proposition 13		<u>11,560,731</u>
 <u>Revenue Revisions:</u>		
Increase in 1977-78 Sales Tax Subvention	\$160,000	
Increase in 1978-79 State Subvention Estimates	<u>184,171</u>	
Sub-total - Revenue Adjustments		\$344,171
 <u>Council Adjustments:</u>		
Delete Jamboree/Birch Signal ('77-'78 Carryover)	33,000	
Delete Irvine Center Access ('77-'78 Carryover)	25,000	
Additional Development Fees	50,000	
Additional Recreation Fees	22,600	
Systems Development Tax 1% rate	1,690,000	
Transfer to Capital Improvement const. fund	<u>(-1,064,000)</u>	
Available for '78-'79 Capital Improvements	<u>626,000</u>	
Sub-total - Council Adjustments		<u>\$ 756,600</u>
Increase in funds available		<u>\$1,100,771</u>
NET FUNDS AVAILABLE		<u><u>\$12,661,502</u></u>

Attachments B and C present the revised revenue estimates and appropriations for Fiscal Year 1978-79.





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Recommendations Nos. 2 and 3 - Adoption of the Position Control and Compensation Resolutions effective July 1, 1978 (Attachments D, E, F, and G).

It is necessary to amend the Position Control and Compensation Resolutions to provide consistency with the adopted 1978-79 Budget. The Position Control Resolution sets the total number of authorized positions at 289 and the Compensation Resolutions set the salary ranges of the new positions included in the budget.

The amended Position Control and Compensation Resolutions in no way alter the City employees compensation package as approved by Council effective January 1, 1978. Any wage or benefit adjustment considerations for next year will be considered by Council in December during the annual compensation review.

Recommendation 4 - Adoption of a Systems Development Tax (Attachment H and I).

The attached ordinance and resolution provide for collection of a Systems Development Tax beginning on July 28, 1978. The rate is set at 1% of assessed building permit valuation (valuation of the structure only) on new residential, commercial, and industrial construction, with .5% going to street and traffic safety improvements and .5% going to the construction of public facilities.

Recommendation No. 5 - Adoption of an amended Development Processing Deposit and Fee Schedule adjusting the hourly charge from \$38 to \$44 per hour (Attachment J).

To offset \$50,000 of the Advance Planning program costs of \$113,000, the Development Processing Deposit and Fee Schedule has been adjusted to increase the rate charged per hour from \$38 to \$44 and to increase deposit requirements by a corresponding 15%.

Recommendation No. 6 - Revisions to the Refuse Collection Ordinance providing for the collection of user fees through service charges rather than through an excise tax (Attachment K).

The attached revisions to the refuse collection ordinance give the City a more flexible and effective means of collecting user charges for refuse collection services. The current rate charged for refuse collection has not been changed, however, should the rates have to be altered in the future, the amended ordinance provides the ability to do so.



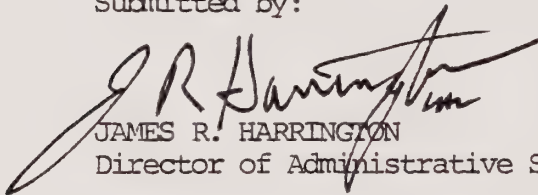


City Council  
June 23, 1978  
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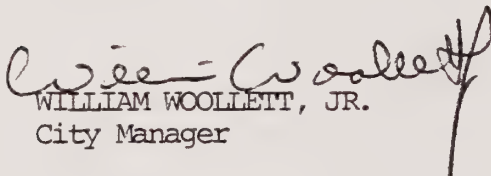
CONCLUSION:

Adoption of the attached ordinances and resolutions will allow for implementation of the 1978-79 budget on July 1, 1978, as required by the City Charter. The Council's budget, as amended, is balanced and will provide for continuation of ongoing operations at the current service level with no additional new programs implemented in the upcoming fiscal year.

Submitted by:

  
JAMES R. HARRINGTON  
Director of Administrative Services

Approved by:

  
WILLIAM WOOLLETT, JR.  
City Manager

LHL:pf

Attachments





## RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE  
AMENDING RESOLUTION NO. 866 ADOPTING AND APPROVING THE  
BUDGET FOR THE CITY OF IRVINE FOR THE 1978-79 FISCAL  
YEAR.

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES RESOLVE AS FOLLOWS:

That the Budget for the City of Irvine for the 1978-79 Fiscal Year is  
approved and adopted by the Irvine City Council as follows:

	Approved
City Council	\$ 28,990
City Manager	201,155
City Clerk	124,151
City Attorney	200,000
Administrative Services	833,796
Community Development	1,481,764
Community Services	1,011,946
Public Safety	3,099,107
Public Works	3,683,633
Non-Departmental	<u>1,140,960</u>
Total Operation	\$11,805,502
Capital Improvements Projects	<u>856,000</u>
GRAND TOTAL	\$12,661,502

PASSED AND ADOPTED by the City Council of the City of Irvine at a  
regular meeting held on the       day of       , 1978.

MAYOR OF THE CITY OF IRVINE

ATTEST:

CITY CLERK OF THE CITY OF IRVINE





STATE OF CALIFORNIA)  
COUNTY OF ORANGE ) SS  
CITY OF IRVINE )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Irvine at a regular meeting held on the      day of      , 1978, by the following roll call vote:

AYES:                      COUNCILMEN:

NOES:                      COUNCILMEN:

ABSENT:                    COUNCILMEN:

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CITY CLERK OF THE CITY OF IRVINE





CITY OF IRVINE  
1978-79 BUDGETESTIMATED FUNDS AVAILABLE TO FINANCE APPROPRIATIONS

	<u>BALANCE AT 6/30/78</u>	<u>REVENUE 1978-79</u>	<u>TOTAL FUNDS AVAILABLE</u>
General Fund	\$597,676	\$10,377,626	\$10,975,302
Transfers In:			
Revenue Sharing		600,000	600,000
Gas Tax Fund		460,200	460,200
SUB-TOTAL	\$597,676	\$11,437,826	\$12,035,502
Systems Development Charge		1,690,000	1,690,000
Allocated to C.I.P. Construction		(-1,064,000)	(-1,064,000)
Fund			
TOTALS	\$597,676	\$12,063,826	\$12,661,502

SUMMARY OF RECOMMENDED APPROPRIATIONS

<u>GENERAL FUND</u>	<u>CITY MANAGER RECOMMENDED 1978-79</u>	<u>CITY COUNCIL ADJUSTED 1978-79</u>	<u>PERSONNEL RECOMMENDED</u>
City Council	\$ 29,040	\$ 28,990	-
City Clerk	124,361	124,151	3
City Manager	224,869	201,155	4
City Attorney	250,000	200,000	-
Administrative Services	845,046	833,796	33
Community Development	1,483,374	1,481,764	44
Community Services	1,021,186	1,011,946	16
Public Safety	3,102,177	3,099,107	93
Public Works	3,680,013	3,683,633	96
Capital Projects	821,000	856,000	-
Non-Departmental	1,190,960	1,140,960	-
TOTALS	\$12,772,026	\$12,661,502	289

SPECIAL DISTRICT FUNDS

Maintenance District 1	\$ 92,882	\$ 92,882
Maintenance District 2	162,879	162,879
TOTAL Maintenance Districts	\$ 255,761	\$ 255,761

## Capital Improvement Construction Fund

1977-78 Balance	\$ 774,221
1978-79 Transfer-In	1,064,000
TOTAL	\$1,838,221



CITY OF IRVINE  
ESTIMATED REVENUES  
1978-79

	ACTUAL 1974-75	ACTUAL 1975-76	ACTUAL 1976-77	PROJECTED 1977-78	ESTIMATED 1978-79	% + or -	% OF TOTAL
Sales Tax	\$1,535,218	\$2,139,174	\$2,934,342	\$ 3,977,000	\$ 4,982,266	25%	38.1%
Building Permit Fees	-	-	881,930	1,050,000	1,150,000	9%	8.9%
Development Charges	-	-	812,682	700,000	800,000	14%	6.1%
Motor Vehicle In-Lieu	232,946	327,546	395,143	443,000	608,391	37%	4.7%
Property Taxes	819,227	1,078,961	1,293,767	1,354,250	524,705	(-61%)	4.1%
Plan Check Fees	-	-	228,859	480,000	520,000	8%	4.1%
Franchise Tax	134,972	177,372	218,481	272,000	325,000	19%	2.5%
Motel Tax	91,745	79,928	147,498	240,000	280,000	17%	2.2%
Cigarette Tax	131,097	170,826	184,767	213,000	241,902	13%	1.8%
Traffic, Fines & Forfeitures	49,057	66,001	231,540	220,000	225,000	2%	1.7%
Documentary Transfer Tax	47,585	84,092	189,103	200,000	220,000	10%	1.7%
Community Service Revenues	46,323	62,856	76,146	89,500	203,600	127%	1.5%
Other Revenues	22,168	38,597	74,523	90,000	95,000	6%	.7%
Business Permits	55,565	55,072	65,286	65,000	70,000	8%	.6%
Interest	143,271	127,830	167,186	70,000	40,000	(43%)	.3%
Animal Permits	-	-	21,975	23,000	25,000	9%	.2%
Trailer In-Lieu	20,055	16,418	19,516	12,000	20,000	67%	.2%
Alcoholic Beverage Control	4,775	7,180	6,396	11,000	14,000	27%	.1%
General Fines & Forfeitures	75,904	7,180	14,222	9,000	10,000	11%	.1%
Bicycle Registrations	562	180	2,742	1,750	7,500	228%	.1%
Highway Carrier In-Lieu	2,659	3,284	4,021	4,500	6,019	34%	.1%
Refuse Permit Fees	-	-	5,150	5,000	5,100	2%	.1%
Police Reports	-	3,901	3,181	3,500	3,500	0%	-
Off Highway In-Lieu	-	277	578	250	643	157%	-
 SUB-TOTAL	 \$3,413,129	 \$4,446,675	 \$7,979,034	 \$9,533,750	 \$10,377,626	 8%	 79%
<u>TRANSFER IN</u>							
Systems Development Charge	-	-	-	-	1,690,000	-	12.9%
Revenue Sharing Fund	116,210	188,244	161,943	337,750	600,000	78%	4.7%
Gas Tax Fund	264,220	313,517	346,586	380,000	460,200	21%	3.5%
 SUB-TOTAL	 \$ 380,430	 \$ 501,761	 \$ 508,529	 \$ 717,750	 \$ 2,750,200	 283%	 21%
 TOTAL	 \$3,793,559	 \$4,948,436	 \$8,487,563	 \$10,251,500	 \$13,127,826	 28%	 100%





## RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 867, AS AMENDED, AUTHORIZING REGULAR AND SPECIAL POSITIONS IN ACCORDANCE WITH THE PROVISIONS OF THE BASIC SALARY RESOLUTION AND OPERATING BUDGET FOR THE FISCAL YEAR 1978-79.

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES RESOLVE AS FOLLOWS:

That the City Council of the City of Irvine hereby authorizes the following regular and special positions in each of the budgets herein designated, in accordance with the provisions of the Basic Salary Resolution and the 1978-79 Budget, effective July 1, 1978.

CITY MANAGER	Administrative Secretary	1
	Assistant City Manager	1
	City Manager	1
	Secretary to the City Manager	<u>1</u>
		4
	TOTAL	4
CITY CLERK	City Clerk	1
	Deputy City Clerk	1
	Secretary	<u>1</u>
	TOTAL	3
ADMINISTRATIVE SERVICES	Accountant	2
	Account Clerk	4
	Administrative Analyst	2
	Administrative Secretary	1
	Assistant Buyer	1
	Business Permit Clerk	1
	Buyer	1
	Clerk	1
	Clerk Typist	1
	Clerk Typist II	3
	Director of Administrative Services	1
	Duplicating Aide	1
	Duplicating Technician	1
	Manager-Fiscal Operations	1
	Manager-General Support Services	1
	Manager-Personnel & Management Services	1
	Personnel Technician	1
	Property and Inventory Clerk	1
	Receptionist	1
	Records Coordinator	1
	Secretary	4
	Supervising Clerk Typist	1
	Systems Analyst	<u>1</u>
	TOTAL	33





COMMUNITY DEVELOPMENT	Administrative Assistant	1
	Administrative Secretary	1
	Assistant Engineer	4
	Associate Engineer	1
	Clerk Typist	1
	Director of Community Development	1
	Drafting Technician	2
	Engineering Technician	1
	Junior Engineer	2
	Land Use Technician	1
	Manager-Development Services	1
	Manager-Planning Services	1
	Permit Technician	1
	Plan Checker	3
	Planner I	5
	Planner II	8
	Project Coordinator	4
	Secretary	5
	Supervising Plan Checker	<u>1</u>
	TOTAL	44
COMMUNITY SERVICES	Administrative Assistant	1
	Administrative Secretary	1
	Clerk Typist	1
	Community Services Supervisor	5
	Director of Community Services	1
	Manager-Cultural & Social Services	1
	Manager-Leisure and Recreation Services	1
	Program Coordinator	2
	Secretary	2
	Youth Services Supervisor	<u>1</u>
	TOTAL	16
PUBLIC SAFETY	Administrative Assistant	1
	Administrative Secretary	1
	Animal Services Officer	2
	Director of Public Safety	1
	Police Lieutenant	5
	Police Captain	1
	Police Officer	30
	Police Sergeant	9
	Public Safety Assistant II	3
	Public Safety Assistant III	12
	Public Safety Assistant V	1
	Secretary	8
	Senior Police Officer	<u>19</u>
	TOTAL	93



PUBLIC WORKS	Administrative Assistant	1
	Administrative Secretary	1
	Administrator-Inspection Services	1
	Assistant Engineer	4
	Associate Engineer	3
	Director of Public Works	1
	Engineering Aide II	1
	Inspector	14
	Inspector II	10
	Junior Engineer	2
	Maintenance Superintendent	2
	Maintenance Supervisor	1
	Maintenance Technician I	26
	Maintenance Technician II	12
	Maintenance Technician III	3
	Manager-Construction Services	1
	Manager-Maintenance Services	1
	Manager-Transportation Services	1
	Project Manager	2
	Secretary	4
	Senior Inspector	<u>4</u>
	TOTAL	95
	MAINTENANCE DISTRICTS 1 AND 2	
	Maintenance Supervisor	1
	TOTAL REGULAR POSITIONS	289

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the

\_\_\_\_\_  
MAYOR OF THE CITY OF IRVINE

ATTEST:

\_\_\_\_\_  
CITY CLERK OF THE CITY OF IRVINE





STATE OF CALIFORNIA)  
COUNTY OF ORANGE     )   SS  
CITY OF IRVINE         )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY DO  
CERTIFY that the foregoing Resolution was passed and adopted by the  
City Council of the City of Irvine at a regular meeting held on the  
1978, by the following roll call vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

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CITY CLERK OF THE CITY OF IRVINE



## RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE  
AMENDING RESOLUTION NO. 823 ESTABLISHING A COMPENSATION  
POLICY FOR MANAGEMENT OFFICERS AND EMPLOYEES OF THE  
CITY OF IRVINE EFFECTIVE JULY 1, 1978.

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES RESOLVE AS FOLLOWS:

SECTION 1. Annual Compensation for Management Officers and Employees

The annual salary for management officers and employees of the  
City of Irvine shall be as set forth in the following schedule:

A.	<u>Position Title</u>	<u>Annual Salary</u>
	Assistant City Manager	\$28,000 - \$38,000
	City Clerk	18,000 - 28,000
	City Manager	30,000 - 45,000
	Directors	24,000 - 36,000
B.	Manager - Construction Services	22,056 - 28,668
	Manager - Development Services	22,056 - 28,668
	Manager - Family and Cultural Services	18,216 - 23,700
	Manager - Fiscal Operations	21,000 - 27,300
	Manager - General Support Services	18,216 - 23,700
	Manager - Leisure and Recreation Services	18,216 - 23,700
	Manager - Maintenance Services	21,000 - 27,300
	Manager - Personnel and Management Services	19,668 - 25,572
	Manager - Planning Services	21,000 - 27,300
	Manager - Transportation Services	21,000 - 27,300
	Police Captain	23,364 - 30,372
	Police Lieutenant	21,648 - 28,140

SECTION 2. Other Compensation Components

Eligible management officers and employees shall receive those other  
compensation components provided to mid-management employees with the  
following exceptions.

- A. Subject employees shall not be eligible to receive night meeting  
compensation.
- B. Subject employees shall be provided a life insurance plan in the  
amount of \$25,000.

SECTION 3. Merit Evaluations

The City Council shall at least annually evaluate the performance of  
management officers and employees listed in Section 1.A. above and may, as  
a result of such evaluation, establish specific compensation components or  
levels for said employees.





Those classifications listed in Section 1.B. above, which serve at the discretion of the City Manager, shall be evaluated at least annually in conformance with the City's Personnel Rules and Regulations. These employees may, as a result of this evaluation, be eligible to receive a merit increase within approved salary ranges established by the City Council.

SECTION 4. The compensation policy provided for by this Resolution shall be operative from and after 12:00 a.m. on the 1st day of July, 1978.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the

MAYOR OF THE CITY OF IRVINE

ATTEST:

CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA)  
COUNTY OF ORANGE ) SS  
CITY OF IRVINE )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Irvine at a regular meeting held on the of 1978, by the following roll call vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

CITY CLERK OF THE CITY OF IRVINE



## RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE AMENDING RESOLUTION NO. 822 AS AMENDED, ESTABLISHING A COMPENSATION POLICY FOR EXEMPT AND MID-MANAGEMENT AND PART-TIME OFFICERS AND EMPLOYEES OF THE CITY OF IRVINE TO BE EFFECTIVE JULY 1, 1978.

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES RESOLVE AS FOLLOWS:

SECTION 1. Salary Ranges

The salary range of classifications to which exempt and mid-management employees are assigned shall be as set forth in the Schematic Arrangement of Class Titles and Salary Ranges as follows:

<u>CLASS TITLE</u>	<u>MONTHLY RATE</u>
<u>Administrative/Finance</u>	
Administrative Analyst	\$1,317 - \$1,712
Administrative Assistant	1,181 - 1,535
City Treasurer (part-time)	flat 1,191
<u>Clerical/Secretarial</u>	
Secretary to the City Manager	1,026 - 1,334
Supervising Clerk Typist	885 - 1,150
<u>Community Development/Inspection</u>	
Associate Engineer	1,595 - 2,074
Administrator - Inspection Services	1,595 - 2,074
Project Coordinator	1,422 - 1,849
Project Manager	1,695 - 2,204
Senior Inspector	1,404 - 1,825
Supervising Plan Checker	1,595 - 2,074
<u>Maintenance</u>	
Maintenance Superintendent	1,470 - 1,911
Maintenance Supervisor	1,094 - 1,422
<u>Public Safety</u>	
Public Safety Assistant V	1,269 - 1,650
Police Sgt./Supervisor	1,620 - 2,106
<u>Community Services</u>	
Community Services Supervisor	1,139 - 1,481
Youth Services Supervisor	1,204 - 1,565





## SECTION 2. Other Compensation Components

Eligible exempt employees shall receive additional compensation benefits as follows:

### A. Retirement Insurance:

General Employees: The City shall invest an amount equal to twelve (12%) percent of each employee's salary in a retirement plan. Employees shall become fifty (50%) percent vested in such plan upon completion of the probationary period. Such vested interest shall increase annually thereafter at the rate of five (5%) percent to a total of one hundred (100%) percent.

Sworn Public Safety Employees: The City shall invest in a retirement plan which provides monthly benefits at retirement (eligible at age 50 with five (5) or more years of service) in the amount of two (2) percent of the highest three (3) year average salary for each year of service. Employees shall become fifty (50%) percent vested in said retirement benefits upon completion of the probationary period. Such vested interest shall increase annually thereafter at the rate of five (5%) percent to a total of one hundred (100%) percent.

### B. Health Insurance:

The City shall provide a major medical insurance plan for employees and employee dependents.

### C. Disability Insurance:

The City shall provide a major disability insurance plan for employees.

### D. Life Insurance:

The City shall provide a life insurance plan in the amount of \$15,000 for each employee.

Sworn Public Safety employees shall be provided a life insurance plan in the amount of \$60,000. Such employees who cannot medically qualify for such coverage shall be provided a plan in the amount of \$40,000.

### E. Vacation:

Employees shall accrue vacation credits on a monthly basis as follows:

<u>Years of Service</u>	<u>Annual Vacation Credits</u>
1 through 8	3 weeks
after 8 or more	4 weeks

Probationary employees shall not be eligible to utilize vacation credits. Employees may not accrue more than two (2) weeks of additional vacation beyond the rate at which they are eligible to accrue vacation credits.



Regular part-time employees who work at least twenty (20), but less than forty (40) hours per week, shall be credited vacation at one-half the rate of full-time employees.

The times during a calendar year at which an employee may take her/his vacation shall be determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the City. The City Manager may, under special circumstances, allow an employee to accumulate vacation credits beyond the maximum limits stated above.

In the event one or more municipal holidays fall within an annual vacation leave, such holidays shall not be charged as vacation leave, and the vacation leave shall be extended accordingly.

Regular employees who terminate employment shall be paid in a lump sum for all accrued vacation leave earned prior to the effective date of termination.

F. Personal Sick Leave:

Regular and probationary employees shall accrue personal sick leave credits at the rate of one (1) day per month.

In order to receive compensation while absent on sick leave, the employee shall notify her/his immediate superior or the Personnel Officer prior to or within four (4) hours after the time set for beginning his or her daily duties, or as may be specified by the head of her/his department. When absence is for more than one workday, the employee may be required to file a physician's certificate with the Personnel Officer, stating the cause of absence.

For purposes of computing sick leave, a work day shall be considered as one-fifth of the number of working or duty hours in the established work week for each employee.

An employee receiving temporary disability payments under the Worker's Compensation Laws may use accumulated sick leave in order to continue to maintain her/his regular income. Under such circumstances the employee shall submit any benefit payments from the Worker's Compensation fund to the Finance Officer.

G. Personal Sick Leave Trade-Off:

Regular employees shall be eligible if they so desire, each January 1, to convert unused personal sick leave in excess of 168 hours at a ratio of one (1) day of vacation for every four (4) days of personal sick leave. One hundred sixty-eight (168) hours must be accrued prior to converting any excess personal sick leave credits to vacation credits.

H. Family Sick Leave:

Regular and probationary employees shall receive credits equal to five (5) working days per calendar year for absence necessitated by illness of immediate family members. Such credits shall not be accrued from year-to-year.





The immediate family shall be defined as the spouse, children, parents, brothers, sisters, or other individuals whose relationship to the employee is that of a dependent or near dependent. In each such case the appointing power shall grant such sick leave only when, in his/her opinion, the relationship of the sick or disabled person to the employee warrants such use of sick leave.

I. Bereavement Leave:

Regular and probationary employees shall receive credits to five (5) days per calendar year for absence necessitated by the death of immediate family members. Such credits shall not be accrued from year-to-year.

Where such death or critical illness has occurred and upon request of the appointing power, the employee shall furnish satisfactory evidence of such death or critical illness. Such leave of absence shall not be allowed in any case where, in the preceding six (6) calendar months a leave of absence for the critical illness of that same relative has been granted.

J. Paternity/Maternity Leave:

A regular employee may be granted a temporary maternity/paternity leave of absence without pay upon approval from the City Manager not to exceed 180 calendar days per year upon presentation of evidence to his/her department director of the birth or adoption of a child to the employee or spouse.

K. Incidental Time Off:

Employees shall not be required to charge against regular leave credits for approved time off for personal business in increments of less than eight (8) hours.

L. Education Reimbursement:

Regular employees shall be eligible for reimbursement of approved education expenses; including tuition, books, laboratory fees, and parking fees to a maximum of \$400 per calendar year.

M. Holidays:

The holidays to be observed by the City shall be as follows:

New Years Day	-	Monday	-	January 2, 1978
Lincoln's Birthday	-	Monday	-	February 13, 1978
Washington's Birthday	-	Monday	-	February 20, 1978
Memorial Day	-	Monday	-	May 29, 1978
Independence Day	-	Tuesday	-	July 4, 1978
Labor Day	-	Monday	-	September 4, 1978
Veteran's Day	-	Monday	-	October 23, 1978
Thanksgiving Day	-	Thursday	-	November 23, 1978
Day after Thanksgiving	-	Friday	-	November 24, 1978
Christmas Eve	-	Friday	-	December 22, 1978
Christmas Day	-	Monday	-	December 25, 1978

Regular full-time employees shall receive eight (8) hours pay for these holidays. An employee must be paid for all or a portion of both the regularly scheduled work assignment immediately prior to a holiday and the regularly scheduled working assignment immediately after that holiday in order to receive holiday pay.



Regular part-time employees who work at least twenty (20) but less than forty (40) hours per week shall receive compensation for normally scheduled working hours which fall on official holidays.

Holidays falling on Sunday shall be observed on the following Monday, holidays falling on Saturday shall be observed on the preceding Friday unless this too is a holiday and then one day sooner. If a holiday falls on an employee's regularly scheduled time off, compensatory time off may be granted.

Employees assigned to work on authorized holidays shall receive regular holiday compensation and compensation for actual hours worked. At the request of the employee, and within the City's ability to maintain appropriate service levels, such assigned employees may be granted compensatory time off, in lieu of pay, within the pay period in which the holiday falls. If such time is not taken within the pay period, the employee shall automatically receive regular holiday compensation.

N. Jury Duty:

Every regular or probationary employee of the City who is called or required to serve as a trial juror shall be entitled to absent herself/himself from her/his duties with the City during the period of such service or while necessarily being present in court as a result of such call, and shall receive full compensation. Any additional compensation received from the court will be submitted to the Finance Officer and will be included as a part of the total remuneration.

O. Military Leave:

An employee having a probationary or regular appointment shall be entitled to such benefits as are provided in the California Military and Veterans Code. An employee requesting such military leave shall present a copy of her/his military orders to her/his department head prior to the beginning of the leave.

Employees are entitled to a temporary military leave of absence not to exceed 180 calendar days per year. Employees having more than one (1) year continuous service and granted a military leave of absence are entitled to receive the equivalent salary up to the first thirty (30) calendar days of any one military leave, or during any one (1) calendar year. Weekend drills are excluded from the meaning of ordered military leave.

P. Meeting and Special Event Compensation:

Required and approved activities during the weekend, scheduled days off or outside normal working hours shall be compensated at the employee's regular hourly rate up to a maximum of three (3) hours.

Q. Annual Physical Examination:

The City shall reimburse employees to a maximum of \$150 for expenses incurred as a result of an annual physical examination. Expenses eligible for payment by the City health insurance plan shall not be eligible for reimbursement.





R. Industrial Accident Leave:

In the event that a regular or probationary full-time employee is absent from work as a result of any injury or disease arising out of and during the course of employment with the City of Irvine which comes under the State of California Worker's Compensation Insurance and Safety Act, such absence shall be considered to be industrial accident leave.

In such cases of injury or disease arising out of or during the course of employment and is compensable under state law the employee shall receive the difference between any Worker's Compensation payments and her/his regular salary for a maximum of twelve (12) calendar months.

In the event of an on-the-job injury or accident resulting in loss of time beyond that required for immediate medical attention, such employee may be required to be examined by a licensed physician approved by the City of Irvine. Any on-the-job injury or accident must be reported to the employee's immediate supervisor within twenty-four (24) hours after said injury or accident. Failure to report said injury or accident shall be grounds for disciplinary action.

SECTION 3. Administration of Compensation Policy.

The Personnel Officer shall establish procedures for the efficient administration of the compensation policy described in this Resolution.

The City Manager shall approve procedures for movement of an individual employee through salary ranges. Such procedures shall be reviewed annually. All adjustments to the salary ranges contained within this Resolution shall be approved by the City Council.

SECTION 4. Other Compensation Components for Part-time Personnel.

Regular part-time employees who work at least twenty (20) hours per week shall receive additional compensation benefits as follows:

Vacation:

Employees shall accrue vacation credits at one-half the rate of full-time employees with equivalent years of service.

Holidays:

Compensation for normally scheduled working hours which fall on official City holidays.

SECTION 5. Employee Responsibilities.

Since it is the City's policy to recruit highly qualified staff, at a competitive total compensation level, the employees shall be responsible for striving to meet the high performance standards established by City management.

SECTION 6. The compensation policy provided for by this Resolution shall be operative from and after 12:00 a.m. on the 1st day of July, 1978.





PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the

MAYOR OF THE CITY OF IRVINE

ATTEST:

CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA)  
COUNTY OF ORANGE    )   SS  
CITY OF IRVINE        )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Irvine at a regular meeting held on the  
by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

CITY CLERK OF THE CITY OF IRVINE



<u>CLASS TITLE</u>	<u>HOURLY RATE</u>	<u>APPROXIMATE MONTHLY EQUIVALENT</u>
<u>Community Services</u>		
Program Coordinator	4.90 - 6.38	850 - \$1,105
<u>Maintenance</u>		
Maintenance Technician I	4.45 - 5.78	771 - 1,002
Maintenance Technician II	5.14 - 6.68	891 - 1,158
Maintenance Technician III	6.05 - 7.88	1,050 - 1,365
<u>Public Safety</u>		
Animal Services Officer	5.14 - 6.68	891 - 1,158
Police Officer*	6.71 - 10.07*	1,164 - 1,746
Senior Police Officer	8.72 - 10.48	1,513 - 1,817
Public Safety Assistant II	4.61 - 5.99	799 - 1,039
Public Safety Assistant III	5.33 - 6.93	924 - 1,201

\* Eligibility for progression beyond \$8.74 (approximate monthly equivalent--\$1,513) per hour to be based upon performance evaluation, education and experience criteria established by Director of Public Safety and approved by Director of Administrative Services.

## SECTION 2. Other Compensation Components

Eligible non-exempt employees shall receive additional compensation benefits as follows:

### A. Retirement Insurance:

General Employees: The City shall invest an amount equal to twelve (12) percent of each employee's salary in a retirement plan. Employees shall become fifty (50) percent vested in such plan upon completion of the probationary period. Such vested interest shall increase annually thereafter at the rate of five (5) percent to a total of 100 percent.

Police Officers: The City shall invest in a retirement plan which provides monthly benefits at retirement (eligible at age 50 with five (5) or more years of service) in the amount of two (2) percent of the highest three (3) year average salary for each year of service. Employees shall become fifty (50%) percent vested in said retirement benefits upon completion of the probationary period. Such vested interest shall increase annually thereafter at the rate of five (5%) percent to a total of one hundred (100%) percent.

### B. Health Insurance:

The City shall provide a major medical insurance plan for employees and employee dependents.





C. Disability Insurance:

The City shall provide a major disability insurance plan for employees.

D. Life Insurance:

The City shall provide a life insurance plan in the amount of \$6,000 for each general employee.

Police Officers shall be provided a life insurance plan in the amount of \$60,000. Such employees who cannot medically qualify for such coverage shall be provided a plan in the amount of \$40,000.

E. Vacation:

Employees shall accrue vacation credits on a monthly basis as follows:

<u>Years of Service</u>	<u>Annual Vacation Credits</u>
1 through 3	2 weeks
after 3 through 10	3 weeks
after 10 or more	4 weeks

Probationary employees shall not be eligible to utilize vacation credits. Employees may not accrue more than two weeks of additional vacation beyond the annual rate at which they are eligible to earn vacation credits.

The times during a calendar year at which an employee may take her/his vacation shall be determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the City. The City Manager may, under special circumstances, allow an employee to accumulate vacation credits beyond the maximum limits stated above.

In the event one or more municipal holidays fall within an annual vacation leave, such holidays shall not be charged as vacation leave, and the vacation leave shall be extended accordingly.

Regular employees who terminate employment shall be paid in a lump sum for all accrued vacation leave earned prior to the effective date of termination.

F. Personal Sick Leave:

Regular and probationary employees shall accrue personal sick leave credits at the rate of one (1) day per month.

In order to receive compensation while absent on sick leave, the employee shall notify her/his immediate superior or the Personnel Officer prior to or within four (4) hours after the time set for beginning his or her daily duties, or as may be specified by the head of her/his department. When absence is for more than one (1) workday, the employee may be required to file a physician's certificate with the Personnel Officer, stating the cause of absence.

For purposes of computing sick leave, a work day shall be considered as one-fifth (1/5) the number of working or duty hours in the established work week for each employee.



An employee receiving temporary disability payments under the Worker's Compensation laws may use accumulated sick leave in order to continue to maintain her/his regular income. Under such circumstances, the employee shall submit any benefit payments from the Worker's Compensation fund to the Finance Officer.

G. Personal Sick Leave Trade-Off:

Regular employees shall be eligible if they so desire, each January 1, to convert unused personal sick leave in excess of 168 hours at a ratio of one (1) day of vacation for every four (4) days of personal sick leave. One hundred sixty-eight (168) hours must be accrued prior to converting any excess personal sick leave credits to vacation credits.

H. Family Sick Leave:

Regular and probationary employees shall receive credits equal to five (5) working days per calendar year for absence necessitated by illness of immediate family members. Such credits shall not be accrued from year-to-year.

The immediate family shall be defined as the spouse, children, parents, brothers, sisters, or other individuals whose relationship to the employee is that of a dependent or near dependent. In each such case, the appointing power shall grant such sick leave only when, in his/her opinion, the relationship of the sick or disabled person to the employee warrants such use of sick leave.

I. Bereavement Leave:

Regular and probationary employees shall receive credits to five (5) days per calendar year for absence necessitated by the death of immediate family members. Such credits shall not be accrued from year-to-year.

Where such death or critical illness has occurred and upon request of the appointing power, the employee shall furnish satisfactory evidence of such death or critical illness. Such leave of absence shall not be allowed in any case where, in the preceding six (6) calendar months a leave of absence for the critical illness of that same relative has been granted.

J. Paternity/Maternity Leave:

A regular employee may be granted a temporary maternity/paternity leave of absence without pay upon approval from the City Manager not to exceed 180 calendar days per year upon presentation of evidence to his/her department director of the birth or adoption of a child to the employee or spouse.

K. Education Reimbursement:

Regular employees shall be eligible for reimbursement of approved education expenses; including tuition, books, laboratory fees, and parking fees to a maximum of \$400 per calendar year.





L. Holidays:

The holidays to be observed by the City shall be as follows:

New Year's Day	Monday	-	January 2, 1978
Lincoln's Birthday	Monday	-	February 13, 1978
Washington's Birthday	Monday	-	February 20, 1978
Memorial Day	Monday	-	May 29, 1978
Independence Day	Tuesday	-	July 4, 1978
Labor Day	Monday	-	September 4, 1978
Veteran's Day	Monday	-	October 23, 1978
Thanksgiving Day	Thursday	-	November 23, 1978
Day after Thanksgiving	Friday	-	November 24, 1978
Christmas Eve	Friday	-	December 22, 1978
Christmas Day	Monday	-	December 25, 1978

Regular full-time employees shall receive eight (8) hours pay for these holidays. An employee must be paid for all or a portion of both the regularly scheduled work assignment immediately prior to a holiday and the regularly scheduled working assignment immediately after that holiday in order to receive holiday pay.

Holidays falling on Sunday shall be observed on the following Monday, Holidays falling on Saturday shall be observed on the preceding Friday unless this too is a holiday and then one day sooner. If a holiday falls on an employee's regularly scheduled time off, compensatory time off may be granted.

Employees assigned to work on authorized holidays shall receive regular holiday compensation and compensation for actual hours worked. At the request of the employee, and within the City's ability to maintain appropriate service levels, such assigned employees may be granted compensatory time off, in lieu of pay, within the pay period in which the holiday falls. If such time is not taken within the pay period, the employee shall automatically receive regular holiday compensation.

M. Overtime Compensation:

Hours worked in excess of forty (40) hours per week shall be compensated at the rate of one and one-half (1-1/2) times the employee's hourly rate when such work is authorized by the Director and approved by the City Manager.

N. Compensatory Time:

Employees may accumulate a maximum of forty (40) hours compensatory time in lieu of Overtime Compensation (see K above) on the basis of one (1) hour compensatory time for one (1) hour of overtime work. Use of accumulated Compensatory Time must be requested by the employee and approved by the Department Director (or his/her designee) in writing.

O. Stand-by Time:

Regular full-time employees shall receive two (2) hours salary at their hourly rate when required to be available for emergency court testimony or other non-scheduled work assignments.





P. Jury Duty:

Every classified employee of the City who is called or required to serve as a trial juror shall be entitled to absent herself/himself from her/his duties with the City during the period of such service or while necessarily being present in court as a result of such call, and shall receive full compensation. Any additional compensation received from the court will be submitted to the Finance Officer and will be included as a part of the total remuneration.

Q. Military Leave:

An employee having a probationary or regular appointment shall be entitled to such benefits as are provided in the California Military and Veterans Code. An employee requesting such military leave shall present a copy of her/his military orders to her/his department head prior to the beginning of the leave.

Employees are entitled to a temporary military leave of absence not to exceed 180 calendar days per year. Employees having more than one (1) year continuous service and granted a military leave of absence are entitled to receive the equivalent salary up to the first thirty (30) calendar days of any one (1) military leave, or during any one (1) calendar year. Weekend drills are excluded from the meaning of ordered military leave.

R. Industrial Accident Leave:

In the event that a regular full-time employee is absent from work as a result of any injury or disease arising out of and during the course of employment with the City of Irvine which comes under the State of California Worker's Compensation Insurance and Safety Act, such absence shall be considered to be industrial accident leave.

In such cases of injury or disease arising out of or during the course of employment and is compensable under state law, the employee shall receive the difference between any Worker's Compensation payments and her/his regular salary for a maximum of twelve (12) calendar months.

In the event of an on-the-job injury or accident resulting in loss of time beyond that required for immediate medical attention, such employee may be required to be examined by a licensed physician approved by the City of Irvine.

Any on-the-job injury or accident must be reported to the employee's immediate supervisor within twenty-four (24) hours after said injury or accident. Failure to report said injury or said accident shall be grounds for disciplinary action.

SECTION 3. Salary Ranges for Part-time Personnel

The salary ranges of classifications to which part-time employees are assigned shall be as set forth in the Schematic Arrangement of Class Titles and Salary Ranges as follows:



<u>Class Title</u>	<u>Hourly Rate</u>		
	A	B	C
Aquatics & Facility Program Manager	\$4.98	\$5.23	\$5.49
Administrative Intern	3.36	3.53	3.71
Cashier	3.06	3.21	3.37
Community Services Aide	2.65	2.78	2.91
Community Services Leader	3.21	3.38	3.54
Crossing Guard	3.00	3.15	3.31
Enforcement Officer	4.75	5.00	5.25
Instructor Guard	3.67	3.87	4.07
Lifeguard	3.21	3.38	3.54
Programmer	7.38	7.75	8.14
Public Safety Aide	3.50	3.68	3.86
Reserve Police Officer	4.00	4.20	4.40
Senior Lifeguard	4.37	4.57	4.77
Senior Recreation Leader	4.20	4.41	4.63
Sports Official	2.73	2.87	3.01
Student Worker	2.65	2.78	2.91
Tennis Director	6.04	6.34	6.66

Part-time employees shall be able to progress from Step A to Step B after 520 hours of continuous employment at a competent or above level. Progression from Step B to Step C shall be after 1600 (from date of employment) of competent or above performance on the job.

#### SECTION 4. Other Compensation Components for Part-time Personnel.

Regular part-time employees who work at least twenty (20) hours per week shall receive additional compensation benefits as follows:

##### Vacation:

Employees shall accrue vacation credits at one-half the rate of full-time employees with equivalent years of service.

##### Holidays:

Compensation for normally scheduled working hours which fall on official City holidays.

##### Overtime:

Hours worked in excess of forty (40) hours per week shall be compensated at one and one-half (1-1/2) the employee's hourly rate when authorized by the Department Director and approved by the City Manager.

#### SECTION 5. Administration of Compensation Policy.

The Personnel Officer shall establish procedures for the efficient administration of the compensation policy described in this resolution.

The City Manager shall approve procedures for movement of an individual employee through salary ranges. Such procedures shall be reviewed annually. All adjustments to the salary ranges contained within this resolution shall be approved by the City Council.





SECTION 6. Employee Responsibilities.

Since it is the City's policy to recruit highly qualified staff, at a competitive total compensation level, the employees shall be responsible for striving to meet the high performance standards established by City management.

SECTION 7.

The compensation policy provided for by this resolution shall be operative from and after 12:00 a.m. on the 1st day of July, 1978.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the

MAYOR OF THE CITY OF IRVINE

ATTEST:

CITY CLERK OF THE CITY OF IRVINE

STATE OF CALIFORNIA)  
COUNTY OF ORANGE ) SS  
CITY OF IRVINE )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY DO CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Irvine at a regular meeting held on the 1978 by the following roll call vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

CITY CLERK OF THE CITY OF IRVINE



DEPOSIT AND FEE SCHEDULE FOR  
DEVELOPMENT PROCESSING APPLICATIONS  
REVISED 6-27-78

## HOURLY CHARGES\*

<u>APPLICATION CATEGORY</u>	<u>DEPOSIT</u>	<u>FINAL ACTION POINT</u>
Pre-Application Review		
0-50 acres	\$ 600	Formal Filing of Application
51-200 acres	900	or Date of Withdrawal
201-    acres	1,100	
General Plan Amendment		
Zone Change		
0-50 acres	2,900	Second City Council Reading
51-200 acres	5,200	of Ordinance
201-    acres	6,900	
Conceptual Urban Design Plan		
0-50 acres	2,900	Second City Council Reading
51-200 acres	5,200	of Ordinance
201-    acres	6,900	
Environmental Impact Report		
0-50 acres	3,500	Final Action by Appropriate
51-200 acres	5,700	Body on Parent Case
201-    acres	8,000	
Initial Study (E.I.R.)	200	Issuance of notice of
		determination
Tentative Tract		
0-50 acres	1,700	Approval by Planning
51-200 acres	3,500	Commission
201-    acres	4,600	
Site Design Review		
By Staff	300	Staff Approval
0-50 acres	1,100	Approval by Planning
51-200 acres	1,700	Commission
201-    acres	2,300	
Sign Programs	500	Approval by Planning
		Commission
Park Modification	500	Approval by Planning
		Commission
Conditional Use Permit	600	Approval by Planning
		Commission or Zoning
		Administrator

\*Hourly charges will be abated against posted deposits. Hourly charges at \$44.00 per hour will be determined by actual accounting of project time.



## FLAT FEES

<u>APPLICANT CATEGORY</u>	<u>FEES</u>
Variance	\$100
Variance, Minor	25
Adjustment	25
Wall Permit	40
Sign Permit	25
Parcel Map	500
Residential Development Permit	500
Appeal Fee	100

## PERCENTAGE OF ESTIMATED CONSTRUCTION COSTS

### (1) Tract Improvement Plan Checking and Inspection

Parcel Improvement Plan Checking and Inspection

Minute Order Improvement Plan Checking and

Inspection Voluntary Improvement Plan Checking

and Inspection Zoning Code Section 20.1 Improvement

Plan Checking and Inspection

Fee - 5.5 percent of estimated construction cost (Minimum Fee \$400)

### (2) Landscape Improvement Plan Checking and Inspection

Fee - 4.5 percent of estimated construction cost (Minimum Fee \$200)

### (3) Grading Plan Review (Drainage Facilities Only)

Fee - 3.9 percent of estimated construction cost (Minimum Fee \$200;  
plans submitted within the Irvine Industrial Complex East and  
West, and Auto Center planned communities - Minimum Fee \$50.)

### (4) Final Tract Maps and Final Parcel Maps

Fee - \$700 per map plus \$6.00 per lot





(5) Vehicular Access Review

Fee - \$50.00 per local street driveway  
\$150.00 per arterial highway driveway

(6) Encroachment Permits

- A. Excavation and roadway paving  
Fee - \$20 plus \$0.20 per linear foot
- B. Curb and gutter  
Fee - \$30 plus \$0.10 per linear foot
- C. Sidewalk  
Fee - \$30 plus \$0.10 per linear foot
- D. Driveways  
Fee - \$80 each
- E. Roadway boring  
Fee - \$80 each
- F. Road closure, temporary trailer storage, material storage,  
equipment crossing, roadway overloads  
Fee - \$25 each
- G. Miscellaneous construction in addition to preceding items  
Fee - 5.5 percent of estimated related construction cost  
(Minimum Fee \$30)

In addition to the preceding encroachment permit fee, a refundable cash deposit of an amount equal to the total permit fee or \$1,000 whichever is less shall be posted with each permit application and will be refunded to applicant upon satisfactory completion of the work under the permit.



## ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE ADDING CHAPTER 8 TO DIVISION L OF TITLE II OF THE CITY CODE OF THE CITY OF IRVINE ESTABLISHING A SYSTEMS DEVELOPMENT CHARGE ON DEVELOPMENT IN THE CITY.

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 8 is added to Division L of Title II of the City Code of the City of Irvine to read as follows:

Chapter 8. SYSTEMS DEVELOPMENT CHARGE

Section II.L - 801	Scope and Purpose
Section II.L - 802	Definitions
Section II.L - 803	Tax Schedule
Section II.L - 804	Payment of Tax
Section II.L - 805	Exemptions
Section II.L - 806	Segregation and Use of Revenues
Section II.L - 807	Appeal
Section II.L - 808	Effective Date

Section II.L - 801. Scope and Purpose

There is hereby imposed by this Chapter a systems development charge to provide a predictable and equitable funding source for capital improvements by requiring those in the business of development to "buy into" the pre-existing City infrastructure so that the impact of new growth on existing improvements will be borne equitably by new development.

Section II.L - 802. Definitions

- a. Building - for the purpose of this Ordinance, a building is a structure built for the support, shelter or enclosure of persons, animals, chattels, or property of any kind.
- b. Development - for the purpose of this Ordinance, a development including a new development is one or more buildings covered by a single building permit.

Section II.L - 803. Tax Schedule

The systems development charge tax schedule and corresponding method of tax payment shall be in conformance with and equal to an amount as set by resolution by the City Council of the City of Irvine.

Section II.L - 804. Payment of Tax

Any applicant for a Building Permit for a new development shall pay the systems development tax in conjunction with payment of the building permit fee. Any and all questions with regard to the applicability of the systems development charge tax to a



particular new development should be directed to the Director of Administrative Services.

#### Section II.L - 805 Exemptions

Any parcel of land which, on the date of application for a building permit, meets the following criteria shall be exempt from paying a systems development charge tax:

- a. Alterations which do not increase the floor area of a structure;
- b. Additions to single family residential dwellings which do not constitute the addition of a living unit as defined by the building code;

#### Section II.L - 806 Segregation and Use of Revenues

All funds derived from the systems development charge are to be segregated by accounting practices from all other accounts of the City and shall be used as follows:

- a. One-half of all funds shall be used for no other purpose than design and construction of capital improvements to the arterial highway circulation system to provide additional capacity and for health and safety improvements as appropriate to accommodate new development.
- b. The remaining one-half of all funds shall be used for no other purpose than the design, construction and acquisition of other City capital improvements as appropriate to accommodate new development and growth.

Designation of expenditure of funds available from the systems development charge tax shall be made by the City Council in the context of approval of the City's annual operating and capital improvements budget. At the discretion of the City Council, funds may be accumulated in unlimited amounts for expected future expansion costs.

#### Section II.L - 807 Appeal

Any person aggrieved by a decision of the Director of Administrative Services pursuant to this Chapter may appeal that decision to the City Council by filing a written request with the City Clerk within 10 days after said decision setting forth the grounds of the appeal. In considering the appeal, the City Council shall determine whether the decision of the Director of Administrative Services is correct and may affirm, modify, extend, or overrule any decision.

#### Section II.L - 808 Effective Date

This ordinance shall be effective immediately upon its adoption pursuant to the provisions of the City Charter for Sections 407 and 410.





PASSED AND ADOPTED by the City Council of the City of Irvine  
at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 1978.

\_\_\_\_\_  
Mayor of the City of Irvine

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Irvine

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss.  
CITY OF IRVINE )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY  
DO CERTIFY that the foregoing Ordinance was passed and adopted by  
the City Council of the City of Irvine at a regular meeting held on  
the \_\_\_\_\_ day of \_\_\_\_\_, 1978, by the following vote:

AYES: COUNCILMEN:

NOES: COUNCILMEN:

ABSENT: COUNCILMEN:

\_\_\_\_\_  
City Clerk of the City of Irvine



## RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRVINE SETTING A SYSTEMS DEVELOPMENT CHARGE TAX OF ONE PERCENT (1%) OF THE ESTIMATED BUILDING PERMIT VALUATION OF A BUILDING IN ACCORDANCE WITH DIVISION L OF TITLE II OF THE CITY CODE OF THE CITY OF IRVINE

THE CITY COUNCIL OF THE CITY OF IRVINE HEREBY DOES RESOLVE AS FOLLOWS:

WHEREAS, Division L of Title II of the City Code of the City of Irvine provides for the collection of a systems development charge tax to provide a predictable and equitable funding source for capital improvements by requiring new development to "buy into" the pre-existing City infrastructure so that the impact of new growth on existing improvements will be borne by new development; and

WHEREAS, Section 803 of Division L of Title II of the City Code of the City of Irvine requires that every applicant for a building permit shall pay a systems development charge tax equal to an amount set by Resolution by the City Council of the City of Irvine.

NOW, THEREFORE, BE IT RESOLVED that the City of Irvine sets a systems development tax equal to one percent (1%) of the estimated building permit valuation of a building or One Dollar (\$1.00), whichever amount is higher and that payment of the systems development charge tax shall be made concurrently with the payment of any and all building permit fees levied on construction of said building.

PASSED AND ADOPTED by the City Council of the City of Irvine at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 1978.

\_\_\_\_\_  
Mayor of the City of Irvine

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Irvine



STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) SS  
CITY OF IRVINE )

I, RAYE A. KINGSBURY, City Clerk of the City of Irvine, HEREBY  
DO CERTIFY that the foregoing Resolution was passed and adopted by  
the City Council of the City of Irvine at a regular meeting held on  
the \_\_\_\_\_ day of \_\_\_\_\_, 1978, by the following roll call  
vote:

AYES: COUNCILMEN:

NOES: COUNCILMEN:

ABSENT: COUNCILMEN:

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City Clerk of the City of Irvine





## ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRVINE SUPERSEDING ORDINANCE NOS. 184 AND 197 AND PROVIDING FOR THE IMPOSITION AND COLLECTION OF A CHARGE FOR REFUSE COLLECTION

WHEREAS, on October 26, 1976, the City Council of the City of Irvine adopted Ordinance No. 175 providing for the collection and disposal of refuse in the City of Irvine and authorizing the City Council to enter into a contract for said services; and

WHEREAS, the collection and disposal of refuse generated by residential units exclusive of multiple family units within the City and the making of contracts therefor is a municipal affair; and

WHEREAS, the power of a city operating under a charter to impose charges for revenue purposes is strictly a municipal affair pursuant to the direct constitutional grant of the people of the State of California;

WHEREAS, on January 11, 1977, the City Council of the City of Irvine adopted Ordinance No. 184 providing for the imposition and collection of an excise tax for refuse collection which ordinance was subsequently amended by Ordinance No. 197 which was adopted by the City Council of the City of Irvine on July 26, 1977; and

WHEREAS, the City desires to obtain maximum flexibility in the provision of revenue for collection and disposal of refuse; and

WHEREAS, the most flexible means of providing revenue for the collection and disposal of refuse is by imposition of a charge therefor; and

WHEREAS, the cost of refuse collection and disposal services should be borne by the users of said services.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IRVINE DOES HEREBY ORDAIN AS FOLLOWS:

Section 1: Ordinances Nos. 184 and 197 are hereby superseded effective December 31, 1978, provided, however, that the supersession of the foregoing ordinances shall not effect the validity of any lien imposed or to be imposed on any property on account of nonpayment of the excise tax imposed therein or any action to collect any excise tax which remains unpaid after the supersession of said Ordinances.

Section 2: The following terms shall have the meaning set forth below for purposes of this ordinance:

Multiple-family unit. A permanent building containing three or more dwelling units under single ownership.

Residential units. All those dwelling units not included in the definition of multiple-family units unless otherwise designated by the City.





Section 3: The City Council hereby declares that the most flexible and effective way to provide revenue for the collection and disposal of refuse in the City is to impose a charge on all residential units exclusive of multiple family units which use refuse collection and disposal services provided by the City.

Section 4: The City Council hereby imposes a charge on all residential units exclusive of multiple family units which use refuse collection and disposal services provided by the City. The amount of the charge to be imposed pursuant to this Ordinance shall be set by resolution of the City Council.

Section 5: This is an Ordinance adopted to preserve the public health and safety pursuant to Government Code §36937. In order to implement the refuse collection procedures outlined in Ordinance No. 175 of the City of Irvine, the Tax Collector of the County of Orange will collect all charges imposed from the occupants of residential units exclusive of multiple family units. In order for the Tax Collector to perform such collection, all information regarding said collection must be transmitted from the City before July 1, 1978. The implementation of the procedure outlined in Ordinance No. 175 will assure the citizens of the City a healthy, safe and efficient means of rubbish collection.

PASSED AND ADOPTED by the City Council of the City of Irvine, at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 1978.

\_\_\_\_\_  
Mayor of the City of Irvine

ATTEST:

\_\_\_\_\_  
City Clerk of the City of Irvine

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE       ) SS.  
CITY OF IRVINE           )

I, RAYE KINGSBURY, City Clerk of the City of Irvine HEREBY DO CERTIFY that the foregoing Ordinance was passed and adopted by the City Council of the City of Irvine at a regular meeting of the City Council of the City of Irvine held on the \_\_\_\_\_ day of \_\_\_\_\_, 1978, by the following roll call vote:

AYES:                   COUNCILMEN:  
  
NOES:                   COUNCILMEN:  
  
ABSENT:                 COUNCILMEN:

\_\_\_\_\_  
City Clerk of the City of Irvine

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